

BYLAW 1561-16

BYLAW 1561-16 of the County of Stettler No. 6 being a bylaw to amend Bylaw 1541-15 for the purpose of establishing and maintaining a schedule of fees for services, information, applications or appeals provided to the public.

WHEREAS, in accordance with the Municipal Government Act, Chapter M-26 RSA 2000 and amendments thereto, the Council for a Municipality may set fees for goods and services provided;

NOW THEREFORE, the Council of the County of Stettler No. 6, in the Province of Alberta, duly assembled enacts the following:

1. This Bylaw may be cited as "The Fee Bylaw"
2. That Schedules "A", "B", "C", "D", attached to and forming part of this bylaw be established as the County of Stettler No. 6's Schedule of Fees;
3. Method of payment of fees to be at the discretion of the County of Stettler No. 6;
4. All fees are non-refundable unless otherwise noted and all fees include GST unless otherwise noted;
5. The fees, rates, charges and deposits as prescribed under Schedule "A", "B", "C" and "D" of this Bylaw, may be amended, from time to time, by resolution of Council, as Council sees fit.
6. The Chief Administrative Officer has the authority to reduce or waive the imposition of any of the charges set out above for reasons that reasonably qualify as an emergency or of a humanitarian nature or for municipal purposes or for non-profit applications. All other requests for reduction or waiving of a fee set out in this Fee Schedule must be considered by the County Council.
7. The Chief Administrative Officer reserves the right to implement charges required to cover the costs of services or materials supplied that are not specifically noted herein.
8. This bylaw shall come into force and effect on May 11, 2016.
9. This bylaw shall hereby repeal previous Bylaw 1541-15 effective upon third and final reading of this Bylaw.

READ A FIRST TIME this 11th day of May 2016 A.D. on a motion of Councillor Jackson.
Carried

READ A SECOND TIME this 11th day of May, 2016 A.D. on a motion of Councillor J. Gendre.
Carried

MOVED BY Councillor Nibourg that Bylaw 1561-16 be given 3rd reading at this time.
Carried

READ A THIRD TIME this 11th day of May, 2016 A.D. on a motion of Councillor Stulberg.
Carried

DATED THIS 11th day of May, 2016 A.D.

Reeve

Chief Administrative Officer

SCHEDULE A

PLANNING AND DEVELOPMENT

NOTES: A. The intent of fees for services is to cover the County's expenses for staff time, supplies and advertising that are required as a result of the service request.

B. All fees for services are GST exempt.

1. Land Use Bylaw Amendment – text and/or rezoning (also see '4. Rural Development Fund Contribution')
(includes advertising and the cost of a land title search) \$700.00
2. Plans and Plan Amendments
 - a. New Statutory or Non-Statutory Plan
(includes advertising and the cost of a land title search) \$1,500.00
 - b. Amendment to Statutory or Non-Statutory Plan
(includes advertising and the cost of a land title search) \$750.00
3. Subdivision and Endorsement (also see '4. Rural Development Fund Contribution')
 - a. Boundary adjustment \$600.00
 - b. Farmstead separation \$600.00
 - c. Single bare parcel \$600.00
 - d. Multi-lot (more than one new parcel)
 - i. First parcel \$1,000.00
 - ii. Each additional parcel \$200.00/lot
 - e. Endorsement \$150.00/lot
(the application fee includes the cost of a land title search)
4. Rural Development Fund Contribution
Pursuant to Section 8(c)(i) of the Municipal Government Act and the Municipal Development Plan, the applicant for every rezoning and/or subdivision application that will result in a **private title** as defined in the Municipal Development Plan, and for no other type of title, shall make a contribution to the Rural Development Fund as follows, and the contribution shall be made after the plan of subdivision has been submitted by an Alberta Land Surveyor and prior to final approval (endorsement) of the plan for registration:

(also refer to the 'Notes' further below)
 - a. For the number of acres up to a maximum of ten acres, but not automatically ten acres, that are required to accommodate a farmstead separation that includes the yard site, shelter belt, access, power pole, water well and private sewage disposal system [**excluding** the setback distances that are required under the Alberta Private Sewage Systems Standard of Practice issued by the Safety Codes Council under the Private Sewage Disposal Systems Regulation (Alberta Regulation 229/1997)] \$50.00
 - b. For the additional number of acres above the number of acres required to accommodate a farmstead separation pursuant to paragraph (a) above, **including** the setback distances that are required under the Alberta Private Sewage Systems Standard of Practice issued by the Safety Codes Council under the Private Sewage Disposal Systems Regulation (Alberta Regulation 229/1997) \$1,000.00 per acre above the number of acres required under paragraph (a) above.
 - c. For a boundary adjustment to a previously subdivided parcel that results in that parcel size being five acres or less, and for the first five acres of a single bare parcel \$50.00

- d. For a boundary adjustment to a previously subdivided parcel that results in that parcel size being more than five acres, and for a single bare parcel of more than five acres \$1,000.00 per acre above five acres
- e. Multi-lot:
- (i) two, three or four new parcels, one of the following options:
- regardless of the number of parcels between two and four, a total contribution of \$5,000.00 for bare parcels that do not exceed the five acres parcel size contemplated in 4.c. above by more than one acre, and for farmstead parcels that do not exceed the farmstead area as contemplated in 4.a. above by more than one acre; or
 - regardless of the number of parcels between two and four, a cumulative contribution equal to that which would be required under 4.d. above for every bare parcel that exceeds the five acres parcel size contemplated in 4.c. above by more than one acre, and a cumulative contribution equal to that which would be required under 4.b. above for every farmstead parcel that exceeds the farmstead area as contemplated in 4.a. above by more than one acre.
- (ii) five or more new parcels, one of the following options:
- regardless of the number of parcels, a total contribution of \$20,000 plus \$200.00 per lot for parcel sizes not exceeding five acres; or
 - regardless of the number of parcels, a cumulative contribution equal to that which would be required under 4.d. above for every bare parcel that exceeds the five acres parcel size contemplated in 4.c. above, and a cumulative contribution equal to that which would be required under 4.b. above for every farmstead parcel that exceeds the farmstead area as contemplated in 4.a. above.

NOTES:

- A. For farmstead subdivisions it is assumed that most farmsteads in the County, excluding the setback distances that are required under the Alberta Private Sewage Systems Standard of Practice issued by the Safety Codes Council under the Private Sewage Disposal Systems Regulation (Alberta Regulation 229/1997), could be accommodated within six to nine acres. In order to include the said private sewage system setback distances, typically the subdivision would have to be around eleven to thirteen acres, depending on the parcel configuration and dimensions. This means that typically a farmstead subdivision that included the said private sewage system setback distances would have to add between two and seven acres of land or \$2,000 to \$7,000. This would be a preferred alternative to the average cost of a field system of between \$15,000 and \$25,000.
- B. A boundary adjustment means the subdivision of a portion of land off of one previously subdivided parcel or a quarter section and the consolidation of that portion with an adjacent previously subdivided parcel or a quarter section in order to reasonably, in the opinion of the Chief Administrative Officer, adjust the location of an existing boundary between the parcels without creating a new additional title or parcel.
- C. In addition to subdivision applications, the contribution to the Rural Development Fund also applies when an existing parcel is rezoned from a district that does not qualify as a private title, as defined in the MDP, to a district that does qualify as such.
- D. The total Rural Development Fund (RDF) contribution shall be calculated cumulatively. Example: the RDF contribution for a 12 acre bare parcel subdivision shall include \$50.00 for the first 5 acres, plus \$7,000.00 for the additional 7 acres for a total contribution of \$7,050.00.
- E. The Chief Administrative Officer may reduce or waive the contribution to the Rural Development Fund if the applicant demonstrates to the County's satisfaction:

- (i) that the additional land is required to provide access to the proposed parcel; or
 - (ii) in the case of a farmstead separation only, that the additional land is required for purposes defined in Policy 4.6(d)(ii) of the Municipal Development Plan, other than accommodating the setback requirements of an existing open discharge sewage disposal system as contained in the Private Sewage Disposal Systems Regulation (AR 229/97), except if Policy 4.7(a) of the Municipal Development Plan applies; or
 - (iii) that the additional land is required to prevent the fragmentation of farmland on the remainder of the quarter section; or
 - (iv) that, in the case of a boundary adjustment, the boundary adjustment is necessary to bring a parcel into compliance with the Land Use Bylaw or to reasonably adjust the boundaries between quarter sections for purposes other than residential or recreational purposes; or
 - (v) any other reason to waive or reduce the contribution amount that the Chief Administrative Officer deems to be similar in nature to any of the above reasons.
- F. The contribution to the Rural Development Fund is refundable if the Subdivision Authority refuses the subdivision application and a subsequent appeal by the applicant is denied by the Subdivision and Development Appeal Board, or if Council refuses the rezoning application.
- G. When not more than two parcels are being subdivided in one plan of subdivision and the resulting density is not more than three private titles per quarter section, the contribution to the Rural Development Fund shall be determined for each parcel in the proposed subdivision on the same basis as the contribution for a single parcel subdivision is determined.
5. Development Permit and/or Variance decided by the Development Officer
- a. Development permit not requiring notification/advertising \$100.00
 - b. Development Permit with a variance of 10% or less requiring notification/advertising \$200.00
 - c. Signs see Section 15 below
(e.g. commercial/industrial, advertising, community name. For Rural Address Signs and Traffic Signs, see paragraph 3 under Section C. 'Public Works')
- (the application fee includes the cost of a land title search)***
6. Development Permit and/or Variance decided by the Municipal Planning Commission
- a. Development permit or Variance requiring MPC decision \$300.00
 - b. Signs see Section 15 below
(e.g. commercial/industrial, advertising, community name. For Rural Address Signs and Traffic Signs, see paragraph 3 under Section C. 'Public Works')
- (the application fee includes the cost for advertising and the cost of a land title search)***
7. Additional Fee for Starting Development without the Benefit of a Development Permit
- a. Commercial and Industrial in any land use district \$2,000.00
 - b. All other development in any land use district \$1,000.00
8. Change of Occupant for a Similar Use in an Existing Building \$75.00
9. Time Extension
- a. Development Permit The original fee
 - b. Single-lot Subdivision
50% of the original fee for the first extension
The original fee for each subsequent extension
 - c. Multi-lot Subdivision
50% of the original fee to a maximum of \$2,000 for the first extension
75% of the original fee to a maximum of \$5,000 for each subsequent extension
 - d. Multi-lot Development Agreement \$50.00/lot

10.	Appeal Fee - Subdivision & Development Appeal Board <i>(100% refundable if appeal is upheld)</i>	\$450.00
11.	Refund of Application Fees	
	a. Land Use Bylaw Amendment and Statutory Plans:	
	i. Before staff report for first reading is completed	75%
	ii. After first reading but before bylaw advertising	30%
	iii. After bylaw advertising	No refund
	b. Subdivisions, Discretionary Use Development Permits, Variance Applications and Non-Statutory Plans:	
	i. Before application referral	60%
	ii. After application referral but before MPC report	30%
	iii. After MPC report	No refund
12.	Agreements (Multi-lot development, encroachment, access, etc.)	
	a. Any type other than “multi-lot development agreement”	\$100.00
	b. “Multi-lot Development Agreement” basic administration fee of \$500.00 plus the actual cost of consulting fees to the County for legal advice (when the developer requires changes to the agreement template) and/or engineering design review.	
	c. Construction Completion and Final Acceptance Certificates	
	i. Initial inspection	No charge
	ii. Additional inspections	\$250.00/each
13.	Title Search <i>(an applicant for any planning, rezoning, subdivision or development permit is exempt from this charge)</i>	\$10.00
14.	Legal Requests	
	a. Certificate of Compliance	\$40.00
	- Same Day Service	\$80.00
	b. Other	The actual cost of legal expenses incurred by the County as a result of the request
15.	Signs (Development Permit)	
	a. Farm identification	No charge
	b. Any type of sign that requires a development permit pursuant to the Land Use Bylaw	\$150.00
	Note: if the sign application forms part of a development permit application for a land use or building, there is no additional charge for the sign application. <i>(For rural address signs, street name signs and traffic signs see paragraph 3 under Section C. ‘Public Works’)</i>	
16.	Sale of Planning Documents	
	a. Any Statutory or Non-Statutory Plan or Study Report	\$20.00
	b. Land Use Bylaw	\$40.00
	c. Aerial Photo (8.5” X 11”)	
	i. For each map	\$ 6.00
	ii. For each additional copy of the same map	\$ 2.00
	d. Aerial Photo (11" x 17")	
	i. For each map	\$ 8.00
	ii. For each additional copy of the same map	\$ 3.00
	e. Customized Mapping Request (at GIS Technician’s discretion)	\$85.00/hr.
	f. Plotting (Per Sheet)	
	i. 18” x 24”	\$ 10.000
	ii. 24” x 36”	\$15.00
	iii. 42” x 50”	\$20.00
17.	Fines and Penalties for Offences under the Municipal Government Act and the Land Use Bylaw	
	a. Maximum fine or penalty for an offense	\$10,000.00
	b. Minimum fine or penalty for an offence	\$300.00
	c. Starting a development without the benefit of a development permit	See paragraph 7

SCHEDULE B

ADMINISTRATION – FINANCE

1. County Maps
 - a. Small Wall Map \$20.00
 - b. Folded Double-Sided Map \$15.00
 - c. Map Book \$25.00
2. Administrative fee for mailing (includes postage)
 - a. In Province \$10.00
 - b. Out of Province \$15.00
3. Tax Roll Certificate (per parcel) \$30.00
4. Complaints to Assessment Review Board
 - a. Residential and Farmland \$50.00
 - b. Non Residential \$100.00
5. Tax and Assessment Information
 - a. Staff Time \$50.00/hr.
 - b. For Detailed Assessment Sheets \$10.00/roll
(ie: for ADC, Farm Credit, Banks, Mortgage Companies)
 - c. Computer generated forms (i.e. hard copies) \$0.50/page
plus programming fees if required
6. Photocopies
 - a. Photocopies of Public Documents (per page) \$0.25
7. NSF Cheque Charge \$30.00
8. General Accounts Receivable

All accounts are due 30 days from invoice date. Any invoices due after 30 days will be charged 1.5% interest per month. Past due reminders will be sent out after 30 days. Accounts outstanding for more than 90 days will be subject to the legal processes available through legislation.
9. Fire Service Fees
 - a. Subject to the exceptions listed, the fee for fire or emergency responses other than a vehicle incident/fire to residents and ratepayers of the County of Stettler, Villages of Big Valley and Donalda is: \$100 per unit for the first hour, and \$60 per unit per hour for each additional hour or portion thereof to a maximum of \$2,500.
 - b. Residents and ratepayers of the County of Stettler and Villages of Big Valley and Donalda will be levied for responses at the rates in Section f and the cost of other equipment and personnel with no maximum limit:
 - i. To a fire when a person is in contravention of the Forest and Prairie Protection Act for failure to have a fire permit or any other fire protection bylaw infraction.
 - ii. To a fire that is intentionally set when a fire ban is in effect.
 - iii. To a fire that is presumed to be intentionally set.
 - iv. A fire when a fire ban is in effect and fire suppression is not required.
 - c. The fee for attending an incident other than a vehicle incident/fire to the residents and ratepayers of the Village of Botha, Gadsby and Summer Village of White Sands and Rochon Sands shall be pursuant to the reciprocal agreement with the Summer Villages of Rochon Sands and White Sands and the Villages of Botha and Gadsby and the Town of Stettler.
 - d. The fee for attending an incident within the Town of Stettler shall be pursuant to the reciprocal agreement with the Town of Stettler.
 - e. The fee levied for response to a motor vehicle incident/fire or for response in areas other than those listed in Section a-d, is in accordance with the

Alberta Infrastructure's fee schedule that is in effect at the time the service is provided. In addition to the cost of other equipment and personnel as required.

- f. Other fees:
- | | |
|---|-----------------|
| i. Burning Permits | No Charge |
| ii. High Hazard Fire Works Permit
(no charge to non-profit groups) | \$50/permit |
| iii. Fire Safety Inspection Services | \$75/hour |
| iv. Re-inspection with outstanding Fire Code Violation | \$55/ visit |
| v. Final fire investigation report fee
(no charge to property owner) | \$500/hard copy |
- g. The rate of charge referred to in Section a to f above shall be applied for the period commencing from when the equipment leaves the fire station until it is deemed back in service, rounded to the next ¼ hour.
- h. At the discretion of the County CAO or Regional Fire Chief:
- The rate of charge levied for responses for other municipalities may be adjusted pursuant to a reciprocal arrangement with that municipality.
 - Other costs may be charged for items including but not limited to:
 - Replacement foam
 - Meals and refreshments
 - Fuel
 - Lost or damaged equipment
 - Fire investigation expenses
 - Specialty fire fighting services

10. Caveat and Caveat Discharge Fee as per Land Titles

11. Search Request and Other Services not otherwise covered

- a. Unless prescribed elsewhere in this or any other bylaw, policy, provincial or federal legislation, the fees to fulfill a request for information shall be charged at cost, up to the limits set out in the Freedom of Information and Protection of Privacy Regulation. Requests for information shall be accompanied by a formal written request and initial processing fee, in the format set out in the Freedom of Information and Protection of Privacy Act and Regulation.

SCHEDULE C

PUBLIC WORKS

1. Oiling Costs

- a. The full cost of oil used for dust suppression will be paid in advance by the property owner requesting the service.
- b. The county will be responsible for the costs associated with the preparation of the public highway and application of oil where the dust suppression is to be applied.

2. Alternative Dust Control

This program covers products which includes chlorides and lignosulfonates.

- a. The full cost of “alternative dust control” as determined by the County of Stettler No. 6 will be borne by the property owner.
- b. Payment for alternative dust control will be in advance of the work being undertaken by the County.

3. Signs (the County arranges for sign ordering, shipment and installation and provides the post):

- a. Rural Address Sign 75 X 45 cm: \$68.00 plus GST
- b. Shared Rural Address Sign 20 x 20 cm: \$38.00 plus GST
- c. Subdivision Rural Address Map Sign: \$363.00 plus GST
- d. Subdivision Rural Address Sign 20 x 20 cm: \$38.00 plus GST
- e. Street Number Sign 40 x 15 cm: \$38.00 plus GST
- f. Traffic Signs (plus GST)

(diamond grade vs high intensity plastic – County engineer recommends DG due to longer effective life and better reflective intensity – sign size depends on location and is subject to recommendation by a professional engineer)

Size (cm x cm)	Diamond grade (DG)	High Intensity Plastic (HIP)
30 x 30	\$20.00	\$16.00
30 x 45	\$28.00	\$22.00
45 x 45	\$40.00	\$32.00
45 x 60	\$53.00	\$42.00
60 x 60	\$69.00	\$55.00
60 x 75	\$85.00	\$68.00
75 x 75	\$105.00	\$84.00
75 x 90	\$125.00	\$100.00
90 x 90	\$150.00	\$119.00
90 x 120	\$199.00	\$158.00
120 x 120	\$265.00	\$210.00

- g. All other Sign Requests Actual sign cost plus GST

4. Approaches

The following fee and security deposit apply to all approach applications:

All approach applications pursuant to Public Works Policy 5.5

\$200 application fee**

PLUS either a refundable security deposit of \$500.00 OR a survey plan/construction plan to the County’s satisfaction. The cost of the third and additional construction inspections by the County will be deducted from the deposit at \$50.00 per inspection. The remaining balance will be refunded to the applicant upon the final approval of the approach construction.

** a nil fee applies to residential and agricultural approaches or the widening thereof however the security deposit may still be required to ensure the approach is constructed to the County’s satisfaction. An agricultural approach excludes an approach that is also used for access to a dwelling unit or an oil/gas lease.

5. Snow Plowing

- a. Opening of Farm and/or Oil Access Roads after November 30 \$100.00 per hour
 In accordance with Public Works Procedure 500.14 – Snow Plowing, farm and/or oil access roads will be opened only once upon request, at the grader operator's convenience and only once the Procedure's Order of Priority 1, 2 and 3 have been completed.
- b. Grading of Private Laneways \$50.00 per ¼ mile per occurrence

In accordance with Public Works Procedure 500.15 – Grading or Snowplowing Services to Private Property.

6. Pipeline Crossings of Road Allowance per occurrence
 - a. Permitting and inspections \$200.00
 - b. Agricultural Purposes No Charge

7. Road Inspections
 - a. Heavy equipment/rig moves \$450.00 per occurrence
 - b. Overweight/Over Dimensional Permits (Fixed Municipal Administration Fee – TRAVIS MJ) \$15.00 per permit

8. Overhead and Buried Electrical/Utility Line Installation and Rural Crossing Regulations
 - a. Permitting and inspections \$200.00 per occurrence

9. Seismic Operations Permit
 - a. Permitting and inspections \$200.00 per occurrence

10. Any Type of Pipeline in County Right-of-Way
 - a. Permitting and inspections \$200.00 per occurrence

11. Equipment and Services:
 - a. Intermunicipal and Outside Agencies At Alberta Roadbuilders and Heavy Construction Association rates unless otherwise specified in this Bylaw
 - b. County Rate Payers At 35% of Alberta Roadbuilders and Heavy Construction Association current rates

12. Lagoon Access Fee \$500.00 per month/per truck

13. Technical Services:
 - a. Survey (rough property line location, drainage, topo, grades etc.) \$145.00 per hour
 - b. Drafting and Plan Preparation \$105.00 per hour

SCHEDULE D

AGRICULTURAL SERVICES BOARD

1. Spraying
 - a. Weed Inspector \$25.00/hour + chemical
 - b. Private Land Spraying (Ratepayers) * \$60.00/hour + chemical
Private Land Spraying (Oilfield) * \$110.00/hour + chemical
 - c. UTV Private Land Spraying (Ratepayer) * \$80.00/hour + chemical
UTV Private Land Spraying (Oilfield) * \$140.00/hour + Chemical
 - d. Weed Picking Labourer \$25.00/hour
 - e. Lot Mowing \$80.00/hour + mileage from yard

* Reduce private land spraying fees by 25% (labour only), for the first calendar year, for ratepayers that are controlling Asbinthe Wormwood as identified in the Absinthe Wormwood Priority Area Weed Control (PAWC) program
2. Trees
 - a. Tree Planter \$25.00/site visit
 - b. Commercial Use \$500.00 deposit and \$100.00/day
 - c. Freight free of charge (ASB pays freight)
3. Rental Equipment (Agriculture Use Only)
 - a. Backpack Sprayers \$150.00 deposit
 - b. Skid Mount Sprayer \$250.00 deposit
- Half Day \$75.00
- Full Day \$125.00
 - c. Field Sprayer \$500.00 deposit
- Half Day \$100.00
- Full Day \$175.00
Late Charges: \$250/day after 3rd day
 - d. Godwin Pump, Hose and Hose Trailer \$500.00 deposit
\$250.00/day
Late Charges: \$300/day after 2nd day
 - e. Forage Probe \$50.00 deposit
Late Charges: \$50.00/day after 2nd day
4. Traps
 - a. Skunk \$100.00 deposit
Late Charges: \$50/week after 2nd week
 - b. Magpie \$100.00 deposit
Late Charges: \$50/week after 2nd week
5. Cattle Scale
 - a. Half Day (4 hours or less on site) \$75.00
 - b. Full Day (more than 4 hours on site) \$100.00
6. Other
 - a. Age Verification Program - entering information \$50.00
 - b. Tag Reader Program \$10.00/3 days
Late Charges: \$100/day after 3rd day
7. Noise Cannons \$200.00 deposit per cannon
\$20.00/week per cannon
Ratepayer provides their own propane tank and propane
8. Inspections for Municipalities \$65.00/hr plus mileage
(pest, weed or other inspections) (incl. administration time)